

# Waltham Parish Council

EST. 1894

<https://walthampc.org.uk>

## Minutes of the virtual Parish Council Meeting held on 1<sup>st</sup> September 2020 using Zoom technology

**Present:** Parish Councillors: John Barry (Chair), Jane Robinson, Sue Browne, and Carolyn Lawrence  
City Councillor: Robert Thomas

Parish Clerk: Tony McCord.

There was one member of the public present.

Meeting commenced at: 19.30. The Chairman gave a warm welcome to attendees.

### **20/21.013. To receive and approve apologies for absence:**

Apologies for absence were received from County Cllr Michael Northey.

### **20/21.014. To receive declarations of any Disclosable Pecuniary interests or Other significant Interest:**

Members were reminded of the dispensation previously agreed for item 7 b).

### **20/21.015. To approve the minutes of the meeting held on 7<sup>th</sup> July 2020:**

Following an adjustment to the heading replacing 'annual' with 'ordinary' the minutes were formally approved.

### **20/21.016. Matters arising from previous minutes not covered by the agenda:**

*Items 20/21.008 and 009:* The Clerk informed Members that the 2019/20 AGAR process had been satisfactorily completed with confirmation from the external auditors.

*Item 20/21.010:* A Member expressed concerns that building work was continuing at Dene Meadows, Duckpit Road despite a breach of planning being reported to Canterbury City Council. Cllr Robert Thomas offered to follow this up with the Planning Department.

### **20/21.017. Public Session: To receive questions and comments from the public:**

No comments or questions were received.

### **20/21.018. Reports from County and City Councillors:**

- a) **County Cllr Michael Northey** had contributed a report, summarised as follows:  
: KCC and the bus companies have worked together to ensure that back to school transport will go smoothly. Further information and a video can be found on the KCC website via the link to Children and Education then School Transport. If there are any problems, please contact the bus companies as KCC does not operate the buses.
- b) **City Cllr Robert Thomas** presented his report, summarised as follows:  
: The CFF discussion was postponed at the recent COVID-19 Emergency Committee. Expected date for the Rural Forum to discuss the proposal is in November. Changes is the word for the time being.

: Working through the COVID-19 emergency and the recovery stage will continue to take up much bandwidth as well as the impending end of exiting the EU transition arrangements.

: The financial challenge remains. Significant overspends are expected this year due to COVID-19.

: The Government are consulting on two parking related issues; <https://www.gov.uk/government/consultations/managing-pavement-parking> and <https://www.gov.uk/government/news/crackdown-on-private-car-parking-firms-will-eliminate-unfair-fines>.

: The government are also consulting on planning changes too. <https://www.gov.uk/government/consultation/changes-to-the-current-planning-system>.

Numbers of houses for the Canterbury district are unlikely to change but elsewhere in Kent there could be a big increase.

: A government white paper on devolution, expected to be announced next month, could see the biggest shake up of local government in nearly 50 years.

: My role as Leader at CCC as well documented will end this month.

#### 20/21.019. Financial Matters:

- i) **To note the Parish Councils financial position:** A year to date budget statement had been circulated to Members prior to the meeting and were discussed in detail. Total receipts to date = £9,989.13; Payments £4,378.57; Balance in accounts £16,092.56.

It was unanimously **Resolved** to approve the statement.

**Action: Clerk/RFO**

- ii) **Waltham Village Hall Grant:** A discussion paper had been sent to Members with the agenda giving the legislative background; historical information; and the potential impact of Covid-19 on finances. Members **resolved** to support the recommendation to allocate £1,350 towards the maintenance of the village hall. It was also **resolved** that any further section 19 grants be considered on receipt of the previous year's annual accounts and a prediction of WVHMC's expected income and expenditure for the grant year.

**Action: Clerk**

- iii) **St Bartholemew's Churchyard Maintenance Grant:** A briefing paper had been circulated with the agenda and was considered in detail by Members. It was resolved to support a contribution of £850.00 for the current financial year. It was also **resolved** that any future grants should be considered on receipt of the previous years accounts and predicted income and expenditure in the grant year. It was noted that recent legal advice on conflicting legislation raises doubts about the parish council's power to provide such grants and the clerk was requested to provide a more detailed report for consideration.

**Action: Clerk**

- iv) **To authorise payments:**

The Clerk/RFO presented a payments schedule for Member consideration:

Transaction Number	Invoice Date	Payee	Payment Summary	Net Amount	VAT	Gross Amount
20/21-07	28/07/2020	WSRA	Concurrent Functions Funding	£2,034.13	-	£2,034.13
20/21-08	21/08/2020	A.S. McCord	2 month's Salary and Expenses	£436.80	£0.40	£437.20
20/21-09	01/09/2020	WVHMC	Annual Grant	£1,350.00	-	£1,350.00
20/21-10	01/09/2020	St Bartholemews	Churchyard Maintenance Grant	£850.00	-	£850.00
<b>Total</b>				<b>£4670.93</b>	<b>£0.40</b>	<b>£4671.33</b>

It was **Resolved** to approve the schedule and the payments were authorised in accordance with Councils Financial Instructions. **Action: Clerk/RFO**

**Council business was temporarily suspended at this point whilst transferring to a new Zoom session**

**20/21.020. Concurrent Functions Funding:**

The Clerk /RFO advised Members that the City Council's deferment of CFF discussions until November means that Waltham Parish Council would need to plan for a 'worst case scenario' when setting budgets for 2021/22. **Action: Clerk/RFO**

**20/21.021. Capital Spending Priorities:**

Members considered a public participation survey resulting in 21 responses of which 20 related to traffic control measures in the parish. It was **resolved** that the survey be used to develop a formal option appraisal as part of the Council's Highways Improvement Plan as a basis for formal consultation with KCC.

It was also noted that the bus shelter needed the installation of guttering and downpipe and the notice boards were in need of replacement. It was **resolved** that this should be a maintenance priority potentially using the Council's unrestricted reserves. **Action: Clerk**

**20/21.022. Planning Application CA/20/01549:**

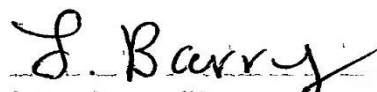
Having considered details of the application in CCC's planning portal, Members **resolved** to raise no objections to the proposal to convert part of an existing stable block to ancillary accommodation together with insertion of windows and doors. **Action: Clerk**

**20/21.023. Any other matters for information:**

- a) A Member expressed concern on the high number of emails awaiting her return from holiday.
- b) It was suggested that a copy of the village map be posted on the new website.
- c) It was reported that the Village Hall Committee had repaired the plastic roof at the entrance to the hall.
- d) The Chairman suggested that the Probation Service Scheme could be used to effect bus shelter repairs: repainting the telephone kiosk and cleaning signposting in the parish.
- e) The Chairman reported that the airfield plaque had now been erected in collaboration with Crundale community council.

There being no other business the meeting closed at approximately 8.30 pm

**20/21.024 Date of next virtual meeting: Tuesday 6<sup>th</sup> October 2020 commencing at 7.30 pm**



**Chairman. 6th October 2020**